



MINUTES

Library Board

5:00 PM - Monday, January 20, 2025
Library, 1101 6th Avenue

The Library Board of the City of Marion, Linn County, Iowa met on Monday, January 20, 2025, at 5:00 PM, with the following members present:

PRESENT: In Person: Susan Kling, Jack Zumwalt, Sandy Rosenberger, Cara Briggs Farmer, Ross McIntyre, Melissa Alexander, Kelsey Logan, Nancy Miller, Bob Hoyt, Becky Garms
Via Zoom: Kim Rose, Chelsea Nunn

ABSENT: Okpara Rice

STAFF PRESENT: Bill Carroll, Kimberly Cowger, Allyson Lindgren

FRIENDS REP: Jan Dickinson

GUESTS PRESENT: Nick Tharalson

CALL TO ORDER

The meeting was called to order at 5:00 p.m. by Board President, Ross McIntyre.

AGENDA APPROVAL

Motion to approve agenda as presented.

Moved by Logan, seconded by Kling, to approve the agenda as presented.

Approved unanimously

INTRODUCTION OF GUESTS

PUBLIC FORUM

This time is set aside for comments from the public. Please understand that the Library Board of Trustees will not take any action on your comments at this time due to requirements of the Open Meetings Law but may do so at a future meeting.

You will have five minutes to address the Board.

- Nick Tharalson voiced a complaint that library closing announcements need to be posted in more areas than just Facebook.

MINUTES

Motion to approve the December 2024 Meeting minutes.

Moved by Briggs Farmer, seconded by Rosenberger, to approve the December 2024 Meeting Minutes.

Approved unanimously

REPORTS

Friends of the Marion Public Library Report

- Jan Dickinson reported that the Friends Board did not meet in December.
- There are 950 children currently enrolled in Dolly Parton Imagination Library (DPIL).
- The next Friends Book Sale will be April 4-6, 2025.

Marion Public Library Foundation Report

- Hilery Livengood submitted a Foundation Report for Board Members as she was absent for this meeting.

[MPL Foundation Report for Trustees Meeting 01-20-2025](#)

Board Continuing Education

- None to report.

Art Advisory Committee Report

- Next meeting set for later in January.

Finance Committee

- Next meeting should be scheduled in February.

Personnel Committee Report

- No report.

Director's Report

- Budget Update - Expenses for the year are right at 50%. Revenues are at 79%. The City will have a Budget Retreat on January 31 and February 1 to discuss FY26 Budget.
- Strategic Plan Update - Library Management is working on a Plan of Service to be our road map for goals in 2025. MPL will take part in a Corridor Libraries Staff Training Day on February 20. Board members will be invited to attend the morning Author session.
- General Department Updates - There is uneven sidewalk near the Library's North entrance. Signs and yellow tape have been put down as a precaution until a permanent fix can be made in the Spring.
Bush Construction has been contacted about the Terrace Roof leak.

Policy Committee Report

- Policy Committee did not meet

Motion to accept all reports as presented. (Action requested)

Moved by Alexander, seconded by Zumwalt, to accept all Reports as presented.

Approved unanimously

REGULAR AGENDA

1. State Library Board of *Trustees Handbook* - Ch. 9: Board Relationships with Director, Staff, and City (Discussion)

- Jack Zumwalt mentioned that staff surveys were done in the past. Bill Carroll said

- that can be done, but must go through City HR, much like the survey done for Bill's annual review with the Personnel Committee.
- Susan Kling asked if Board Members should be attending City Council Meetings. Bill Carroll said they could and/or perhaps a City Council Member should attend Library Board Meetings.

2. Purchase Order/Contract Approval (Action Requested)

- A three year contract with Baker & Taylor was discussed for the Collection HQ, a collection development tool that improves efficiency at the Library with regard to collection development.
- The cancelation of low performing Databases allows room for this in the budget.

Moved by Rosenberger, seconded by Briggs Farmer, to approve the Purchase Order/Contract with Baker & Taylor for Collection HQ.

Approved unanimously

3. MPL Foundation Board Meeting (Action Requested)

- Sign-up sheet was sent around for Board Members to attend MPL Foundation Board Meetings.

New Business

- Discussion was had about the Board doing something for Staff appreciation during Library week in April. Formal action will take place at the next Board Meeting.

ADJOURN

Moved by Zumwalt, seconded by Alexander, to adjourn at 5:38 p.m.

Approved unanimously

Respectfully submitted by:
Kimberly Cowger, Administrative Assistant

Marion Public Library Foundation

January 2025 report to Board of Trustees

- December donations: \$22,370.00
- Year-end solicitation sent to 187 households. To date, \$6,970 raised. Thank you to the six trustees who participated!
- Capital campaign pledge balance as of 1/8/25, \$88,075.17.
- Preparing to submit grant for the National Endowment for the Arts' "Big Read" program. The grant supports community reading programs designed around a single book, an objective on the library's strategic plan. Programming for the 2025-26 grant cycle will center around the theme *OUR NATURE: How Our Physical Environment Can Lead Us to Seek Hope, Courage, and Connection*. Awards range from \$5,000 to \$20,000 and require a match. The letter of inquiry deadline is January 23, 2025, and the full grant application is due January 30, 2025.